

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Public Services- Cooperation Department – Smt D.Swaroop Rani, Ex- Assistant Registrar, Superintendent C' Section O/o. the District Cooperative Officer, Nalgonda and now retired – For failure in exercising proper supervision over files – File Rc.No.803/2003-C misplaced in the section and concealing the facts for submitting the original records to the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad – Disciplinary proceedings under Rule 20 of the A.P. Civil Service (Classification, Control and Appeal Rules 1991) – Article of charge issued.

AGRICULTURE & COOPERATION (VIG.III) DEPARTMENT

G.O.Rt.No. 447

Date : 26-04-2012

Read:-

G.O.Ms.No.102, Agri & Coop.(Vig.III) Dept dt.25.04.2012.

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ORDER

In pursuance of the sanction accorded by the Government under sub-clause (i) of clause(b) of Sub-Rule (2)of Rule 9 of A.P.Revised Pension Rules, 1980 for instituting departmental proceedings against Smt D.Swaroop Rani, Assistant Registrar (Retired) vide reference read above, it is proposed to hold an inquiry against the said Smt D.Swaroop Rani, Assistant Registrar (Retired) in accordance with the procedure laid down in rule 20 of Andhra Pradesh Civil Services (C.C.A) Rules, 1991.

2. It is proposed to hold an inquiry against Smt D.Swaroop Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda in accordance with the procedure laid down in Rule 20 of the Andhra Pradesh Civil Services (Classification Control & Appeal) Rules 1991.

3. The substance of the imputations of misconduct or misbehaviour in respect of which the inquiry is proposed to be held is set out in the enclosed statement of article of charge (Annexure-I). A list of documents by which, and a list of witnesses by whom, the article of charge is proposed to be sustained are also enclosed (Annexure-II and III).

4. Smt D.Swaroop Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda (now Retired) is directed to appear before the disciplinary authority within 10 days of the receipt of this order and submit her written statement of defence and to state whether she desires to be heard in person.

5. Smt D.Swaroop Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda (now retired) is further informed that if she does not appear before the disciplinary authority and submit her written statement of defence within 10 days as specified in para 3 above, further action will be processed based on the material available.

6. The attention of Smt D.Swaroop Rani, Assistant Registrar (Retd) is invited to Rule 24 of the Andhra Pradesh Civil Service (Conduct) Rules, 1964 under which no Government Servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further his/her interests in respect of matter pertaining to her service under the Government. If any representation is received on her behalf from another person in respect of any matter dealt with in these proceedings, it will be presumed that the said Smt D.Swaroop Rani, Assistant Registrar(Retd) is aware of such a representation and that it has been made at her instance and action will be taken against her for violation of Rule 24 of the Andhra Pradesh Civil Services (Conduct) Rules 1964.

6. The receipt of this order shall be acknowledged forthwith.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

I.Y.R. KRISHNA RAO,
SPECIAL CHIEF SECRETARY TO GOVERNMENT.

To

Smt D.Swaroop Rani, Assistant Registrar (Retired) through CC&RCS, A.P., Hyderabad.

Copy to the CC&RCS, A.P., Hyderabad with a request to serve the charge memo along with documents in the Annexure-II on the individual and furnish dated acknowledgement.

Copy to the Joint Registrar/District Cooperative Officer, Nalgonda.

Copy to the Special Chief Secretary to Government, Vig.III Department, A.P. Secretariat, Hyderabad.

Copy to the D.R (Gazetted Services) in Head Office.

Copy to stock file.

// forwarded :: by order //

SECTION OFFICER

ANNEXURE – I

Annexure to G.O.Rt.No. Dated: 26-04-2012, Agriculture & Cooperation (Vig.III) Department of the Special Chief Secretary to Government, Andhra Pradesh, Hyderabad.

Articles of Charges framed against Smt D.Swaroopa Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda and now retired.

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ARTICLE OF CHARGE 1

That the said Smt D.Swaroopa Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda while she was working in the O/o. the District Cooperative Officer, Nalgonda has failed to exercise proper supervision and control over the credit section and Junior Inspector/In-charge of credit section. The Assistant Registrar failed to initiate action for tracing and production of credit section file Rc.No.823/2003-C, in which the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad has called for the relevant original record for initiating disciplinary action against Sri T.Murali Krishna the then District Cooperative Officer, Nalgonda.

The credit section file Rc.No.803/2003-C was deliberately misplaced and not produced by the Junior Inspector/Section Assistant and misguided the Superintendent and District Cooperative Officer. This was not prevented by the

Assistant Registrar/Superintendent 'C' and simply relied on the Junior Inspector Sri Md. Ashfaq Ahmed and entered into unnecessary correspondence. This has delayed and caused non submission of records called by the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad. The said misplaced file was produced subsequently by the then Junior Inspector Sri Md.Ashfaq Ahmed in the month of January 2010, only after making thorough search in the section by his successor.

Thus, she failed to perform her legitimate duties, maintain absolute integrity, discipline, impartiality and sense of propriety, devotion to duty and exhibited conduct unbecoming of a Government employee which is in violation of Rules 3 of Andhra Pradesh Civil Service (Conduct) Rules 1964.

Basis of Charge

The Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad vide letter Rc.No.19008/2004/G5, dated 17-04-2008 had called for the original records in the disciplinary case of Sri T.Murali Krishna the then District Cooperative Officer, Nalgonda which were mentioned in the draft articles of charges and communicated to the Government. The subject matter was dealt in District Cooperative Officer, Nalgonda case Rc.No.823/2003-C of the Credit Section of the O/o. the District Cooperative Officer, Nalgonda. Since the above matter relates to disciplinary action, a new file No.1399/2008-A was opened in Establishment section and circulated the file to the Credit 'C' Section of the office as per District Cooperative Officer note orders dated 06-05-2008.

2. During the above period Sri Md.Ashfaq Ahmed, Ex-Junior Inspector was in charge of credit section in the office and Smt D.Swaroop Rani was working as Assistant Registrar in charge of credit subject. On circulating the file the Junior Inspector/Assistant should have submitted their section file Rc.No.823/2003-C to send the original records to the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad as called for. But Sri Md.Ashfaq Ahmed concealing the facts of the above record stated that the relevant file was not available in the section and simply addressed the Head office vide this office letter Rc.No.1399/2008/A, dated 15-05-2008 to kindly arrange to communicate the details of the records required so as to obtain the same from the Nalgonda District Cooperative Central Bank Ltd., Nalgonda. Subsequently the Junior Inspector/Assistant visited the O/o. the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad on 24-10-2008 and addressed a letter to the General Manager, Nalgonda District Cooperative Central Bank Ltd., Nalgonda on 29-10-2008 to send the original records connected to the issue.

3. The individual knowingly misguided the Assistant Registrar/Superintendent and the District Cooperative Officer, misplaced and not produced their section file No.823/2003-C (in which the subject was dealt) and addressed the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad and the G.M., Nalgonda District Cooperative Central Bank Ltd., Nalgonda. This has caused much delay in submitting the relevant records to the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad and to ascertain the previous facts of the case.

4. The facts of the subject matter are that Sri D.Sadashiva Reddy, In-charge Manager and Sri S.Eshwaraiah, Supervisor of Nalgonda District Cooperative Central Bank Ltd., Branch Nidamanoor have committed certain grave irregularities and the same were proved in the enquiry conducted by the bank authorities. The PIC of Nalgonda District Cooperative Central Bank Ltd., Nalgonda has given termination notices to Sri D.Sadashiva Reddy and Sri S.Eshwaraiah vide notice dated 23-07-2003. The matter was placed before PIC Committee meeting held on 15-03-2004 to terminate them after duly following the prescribed procedure. In the said meeting the subject matter was deferred for want of certain particulars by Sri T.Murali Krishna, the then District Cooperative Officer/Committee member. The next PIC Committee meeting was held on 07-05-2004, after duly furnishing the required particulars by the then District Cooperative Officer, Nalgonda. Even in that meeting the subject was again deferred and only discussed about the Bye-law governing the service conditions/provisions. Again the subject was placed in the PIC Committee held on 25-05-2004 and a final decision was taken on the subject and terminated the services of (2) above employees w.e.f. 26-06-2004. In similar case of termination proposals pertaining to other two employees were accepted by the

then District Cooperative Officer, Nalgonda. But in the above case it was deferred by the then District Cooperative Officer, Nalgonda. The G.M., Nalgonda District Cooperative Central Bank Ltd., Nalgonda has informed the same to the District Cooperative Officer, Nalgonda under copy to the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad vide letter Rc.No.Esst/E3/PIC/2004-05, dated 01-07-2004. The Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad has called for original records to take further action against the then District Cooperative Officer, Nalgonda Sri T. Murali Krishna for his irregular interference.

5. On circulating the file Rc.No.1399/A/2008 from Establishment section, the Assistant Registrar/Superintendent of credit section should have taken initiation for production of credit section file No.823/2003-C which was knowingly retained and not produced by the Junior Inspector/Assistant of credit section. She has relied on the Junior Inspector regarding the non availability of the file and addressed the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad as proposed by the section Assistant.

6. The 'C' Section file No.823/2003-C was not even handed over to his successor at the time of his transfer from the office. The file No.823/2003-C was subsequently brought out from old record by the individual and handed over to his successor Sri N. Murali, Senior Inspector/Assistant in the month of January 2010. This happened only after issuing a note to Sri N.Murali, Senior Inspector/Assistant to thoroughly search for the file and to produce the same.

7. The Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad vide memo Rc.No.19008/2001/G3 Dt.16-11-2009 has again asked for the required original documents. The District Cooperative Officer Nalgonda has authorised Sri G.Srinivas Superintendent of 'A' Section, O/o. the District Cooperative Officer, Nalgonda to get the require information to submit to head office. The Superintendent 'A' given a U. O note to the Section Assistant Sri N.Murali successor of Sri Md Ashwaq Ahmed on 31-12-2009. Sri N.Murali, Senior Inspector searched the section files and informed that the file Rc.No.823/2003-C was not handed over to him in the charge list. Thereafter it has been informed to Sri Md.Ashwaq Ahmed to produce the above and then he handed over the file through the section assistant in the month of January 2010 from the closed files. Subsequently Superintendent of 'A' section, O/o. the District Cooperative Officer, Nalgonda proceeded to NDCC Bank Ltd., Nalgonda on 22-12-2009 to get the above required documents. After perusing the resolutions dt.15-03-2004, 7-5-2004 and 20-6-2004 with attestation regarding termination of services of employees and the Xerox documents with attestation were submitted to Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad on 29- 01-2010. But in this case the original documents were not submitted since the earlier facts of the issue were not in the knowledge and in absence and wilful misplacement of the file Rc.No.823/2003-C in the credit section.

8. Thus Smt D.Swaroopa Rani, Assistant Registrar/Superintendent 'C' has not exercised proper supervision, initiative and not caused for production of running file of Credit section Rc.No.823/2003-C by the Junior Inspector/Section Assistant which was intentionally misplaced. This has caused for non submission records called for by the Commissioner for Cooperation and Registrar of Cooperative Societies, A.P., Hyderabad.

ANNEXURE -II

Annexure to G.O.Rt.No: 447 Dated: 26.04.2012 of the
Special Chief Secretary to Government, Andhra Pradesh, Hyderabad.

List of document by which the articles of charges framed against Smt D.Swaroop Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda and now retired.

1. Copy of Letter Rc.No.19008/2004 G5, dt:-17-04-2008 of the CC & RCS., A.P., Hyderabad
2. Copy of Letter Rc.No.1399/2008/A, dt:-15-05-2008 of the DCO., Nalgonda.
3. Copy of Letter Rc.No:-1399/2008A, dt:-29-10-20008 of the DCO., Nalgonda addressed to the G.M., DCCB Ltd., Nalgonda.
4. Copy of U.O. Note No.1399/2008- A, dt:-31-12-2009.
5. Copy of Acknowledgment of Sri. N. Murali, S.I., O/o DCO., Nalgonda.
6. Copy of Letter Rc.No.Estt/E3/PIC/2004-05, dated 23-06-2004 and 01-07-2004 of G.M., Nalgonda District Cooperative Central Bank Ltd., Nalgonda.
7. Charge list.

ANNEXURE-III

Annexure to G.O.Rt.No: 447 Dated: 26.04.2012 of the
Special Chief Secretary to Government, Andhra Pradesh, Hyderabad.

List of witness by whom the articles of charges framed against Smt D.Swaroopa Rani, Ex-Assistant Registrar, Superintendent 'C' Section O/o. the District Cooperative Officer, Nalgonda and now retired.

-NIL-